

SC DHEC Division of EMS - NEWS NOTES

TRAINING AND COMPLIANCE SECTION

Updated - October 28, 2003

Office Hours 8 am to 5 pm Monday - Friday Excluding State Holidays
(803) 545-4204 - Main Line, (803) 545-4212 - Fax Line

Mailing Address: 2600 Bull Street, Columbia, SC 29201
Physical Address: 1777 St. Julian Place, Suite 403, Columbia SC, 29204

Attention EMS Employers

Need SC Certified EMT-Intermediates or SC EMT-Paramedics ?

Posted: *October 28, 2003*

Any job openings? Are you looking to hire Intermediates or Paramedics? If so, we may have some applicants for you. Available now on our website is a posting of reciprocity Intermediate and Paramedic candidates who need jobs. These candidates have satisfied all requirements necessary to receive a SC certification, save one - the endorsements from a SC licensed EMS provider and that provider's Medical Control Physician.

To view the list of Intermediates and Paramedics who are eager and ready to come work for you, just go to: <http://www.scdhec.net/hr/ems/emsforhire.htm>

Past News Articles

EMTs Who Are Awaiting State Certifications

Posted: *September 30, 2003*

EMTs who have taken and passed the National Registry Examination and have NOT received their SC state certification within four (4) weeks after receiving their NR results may need to help expedite their state certification. Normally, the state office receives a copy of each person's NR results within ten (10) days from the time the EMT received their results. It then takes the state office another seven to ten days to match up all the results with the EMT's white, green or blue card and then to issue the state certification. On rare occasions, results may sometimes get lost in the mail or not sent out at all by the registry to the state office (the EMT-Basic August 15, 2003 exam is one example of test results the state office did not receive). In such cases, please follow the steps below to help expedite your state certification. **If it has been at least four weeks since you received your NR credential and you have not received your SC certification** - please send the following items to the SC DHEC Office of EMS:

- 1) Copy of your NR test results
- 2) Copy of your NR card
- 3) Copy of your BLS card (all EMTs) & copy of your ACLS card (Paramedics)

Mail these items to: SC DHEC Division of EMS, 2600 Bull Street, Columbia, SC 29201, Attention Certification. ONLY ONE EMT PER ENVELOPE - PLEASE!!!

All SC Licensed EMS Providers

Posted: *September 2003*

Please continue to send all “electronic” run report data to Clarke Greene’s e-mail address until further notice. If you have any questions, please contact Victor Grimes at (803) 545-4204.

Attention All IST Training Officers

Posted: *September 2003*

The first of two IST updates was held on September 16th at the Harbison Campus of Midlands Technical College. There were 72 people in attendance. Of those 72 people, were 42 of the 93 IST Training Officers. Only one more update remains. It will be on October 27th at the Harbison Campus of Midlands Technical College, in the Auditorium beginning at 1:00 pm. The update will last approximately 2 and ½ hours. **Reminder:** This IST update is **required** for all IST Training Officers. Only one date remains, there will be no other dates. IST officers who do not attend will have their IST programs reduced to a “CEU” program until the IST Training Officer has a “one-on-one” update with Don Whiteley - at his time and convenience in early 2004. NO ONE-ON-ONE UPDATES WILL BE HELD IN THE REMAINING MONTHS OF 2003. Also refer to the previous news article concerning the new requirements for IST officer found in this newsletter in **May 2003**. Any IST Training Officer who does not send documentation of these requirements to the SC DHEC Office of EMS by October 31, 2003 will have their IST Programs reduced to a “CEU” program until the requirements are met. If you have any questions, contact Don Whiteley at (803) 545-4204.

Reciprocity Guidelines Revised

Posted: *August 2003*

The Reciprocity Guidelines for EMTs who are certified in another state other than SC and are NOT Nationally Registered have been revised, **effective immediately**. You may download the Memo concerning these changes along with the Revised Reciprocity Guidelines from the DHEC website. If you are an EMS provider or training site and provide copies of the reciprocity guidelines to prospective candidates, be sure you are now providing the current guidelines. Any “new” applications received under the former guidelines will be returned to the candidate. These new guidelines will immediately apply to all candidates, both new applicants & candidates who are currently in the process of obtaining reciprocity.

Help Wanted ! - Volunteers Needed !

Posted: *July 2003*

Do you have a day to spare? How about a few hours? If you have some time and if you would

like to volunteer, then we have some work for you. The DHEC EMS Training & Compliance area can always use an extra pair of hands. If you would like to know what goes on all day long at the DHEC EMS Office, volunteer to give us a hand for a day or a few hours. Although we can't pay you for your help, your help would be greatly appreciated. To volunteer, call Don Whiteley at (803) 545-4204 and arrange a day and time.

Attention All Basic Instructors & Training Institutions

New EMT-Basic Review Manual for NR Certification

Posted: *June 2003*

New from AAOS - A review manual for the EMT-Basic student. This text is divided in to four sections:

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|-------------|--|
| Section I | An overview of the 1994 curriculum |
| Section II | Sample practice questions similar to what may be expected on the NR exam. |
| Section III | (Worth the cost of the book!) - Copies of the NREMT checksheets, requirements for successful completion, common errors made during the practical exam and information on how to successfully recover should a mistake occur! |
| Section IV | Answers and Rationales. |

This is an excellent review manual and is recommended for all EMT-Basic students. This manual is one of a series of review manuals for each level of the NR EMT Examination. Necessary information needed to obtain this series is listed below:

EMT-Basic Review Manual	ISBN: 0-7637-1829-7
EMT-Intermediate Review Manual	ISBN: 0-7637-1830-0
EMT-Paramedic Review Manual	ISBN: 0-7637-1831-9

Published by Jones & Bartlett Publications, 1-800-832-0034, www.EMSzone.com,
info@jbpub.com

Attention All Basic Instructors & Training Institutions

Posted: *June 2003*

This is a reminder that ALL EMT-Basic candidates **MUST Pre-REGISTER** with the regional EMS office **AND pay all site fees** no later than one week prior to their scheduled practical examination. If you are doing the practical pre-registration for your students - **please be prompt in the registration and payment of all required fees for your students.** If you are placing this responsibility on each individual student - **please inform & reaffirm that each student MUST contact the appropriate regional office and make payment of all fees prior to the exam registration cut-off date.** Your help and cooperation will be most appreciated and will help to avoid confusion and disappointment in sending students who are not properly registered home on the day of the examination.

Don Whiteley Appointed to CECBEMS Board

Posted: *May 2003*

The National Council of State EMS Training Coordinators (NCSEMSTC) has appointed Don Whiteley to be their alternate to the Continuing Education Coordinating Board for Emergency Medical Services (CECBEMS) Board. Don, a Registered EMT-Paramedic and a National Registry Representative, is the Manager for Training and Certification with the SC DHEC Division of EMS and serves S.C. as a member of the national council. Don joins Alonzo Smith, SC DHEC EMS Director, as a member of the CECBEMS board. Alonzo serves the CECBEMS board as a representative of the National Council of State EMS Directors (NCSEMSD) of which he is a member. Don and Alonzo also serve as reviewers for CECBEMS. For more information on CECBEMS, go to: www.cecbems.com.

IN-SERVICE TRAINING 2003

Posted: *May 2003*

The Revised 2003 IST policy manual is now available on our website (www.scdhec.net/hr/ems). All services who desire to change to the new IST 2003 program should submit the required documentation no later than June 15th for a July 2003 start. IST providers may continue to offer the old IST 1996 program for a maximum of two more years. **All approved IST providers MUST be using the new IST 2003 program by January 2006.**

IST 2003 (Brief Overview of Major Changes)

- Reflect current subject matter breakdown of all current DOT refresher courses + continues to add additional SC requirements
- Each approved IST service **must** offer a minimum of one didactic class for ten (10) months of the program year.
- Each IST participant must attend a minimum of eight (8) months of IST didactic classes for each certificate year.
- Easier to use documentation forms. All forms can be downloaded in Excel.

IST Changes for ALL (old & new) IST programs that become effective July 1, 2003.

- All IST Training Officers **must** provide documentation of ONE of the following within 90 days (by **09-30-03**)
 - Completion of the 40 hour DOT EMS Instructor Training Course (contact your regional EMS for courses)
 - Completion of the National Fire Academy Instructor Training Program
 - Certification as current SC EMT Instructor
- All IST Training Officers **must** attend one of two scheduled updates on the IST 2003 program.
A memo containing the dates & times of the mandatory updates will be sent out as soon as plans are finalized.
- When a change in IST Training Officer has been received, that new person must show documentation as stated above, plus schedule an IST 2003 orientation within 90 days of becoming training officer.

ATTENTION BASIC PRACTICAL TEST SITES

Posted: *April 2003*

Per the agreement found in the Memo dated November 20, 2000; There is a **minimum** number of examiners required during the SC NR EMT-Basic practical examination. For every twelve

(12) students who have registered for the examination, **there must be 3 examiners & 3 patients/assistants** (which equals one FULL set).

Please be sure you have the required minimum number of examiners/patients/assistants to handle the number registered students. The SC NR Representative will send home any students / classes that exceed the minimum student/examiner ratio.

EMT-BASIC PROGRAM COORDINATORS / INSTRUCTORS

White Certificate Application Cards:

Posted: *February 2003*

Due to a decrease in staff resulting from budget cuts, course cards are due in this office **no later than noon on the Thursday prior to the scheduled practical examination**. Any course cards that arrive late will not be added to the next week's examination schedule. Student's whose names were not added to the list of eligible candidates will be turned away from the examination site and will not be permitted to test. - **NO EXCEPTIONS!** - *Thank you for your continued cooperation!*

INSTRUCTORS / TEC COORDINATORS: Please send your current e-mail address to Don Whiteley (whiteldl@dhec.sc.gov)

EMT - BASIC INSTRUCTORS & PROGRAM COORDINATORS

Posted: *February 2003*

Please be sure that all candidates have the necessary information if a re-test of the NR examination is needed.

IMPORTANT: *(Retest Information)* - **IT IS NOT NECESSARY TO CALL DHEC!**

Practical Exam:

If you need to retest* the **PRACTICAL** examination, you **MUST** register with the regional office sponsoring the practical exam - **DO NOT CALL DHEC!**.

If you needed to fulfil remedial training prior to your next **practical** exam attempt, a copy of the remedial training letter **MUST** be on file with DHEC no later than 12-Noon on the Friday **prior** to the exam you wish to attend. **Remedial training must be done by a certified DHEC EMT instructor in association with either a SC Basic -OR- SC Advanced Training Institution.** Documentation of the remedial training must be on letterhead from that training institution. **The letter must state that you have received remedial training over ALL skills pertaining to the EMT-Basic and have demonstrated competency in each skill.**

Written Exam:

If you receive a failing report from your National Registry

WRITTEN exam and need to retest, there is NO NEED to call DHEC. All you need to do is to come to any exam site* offering the written NR **Basic** exam. **You will need to bring another completed NR application** and a \$ 20 money order.** Only the front of the application needs to be completed for a retest. **Please write “RETEST” at the top of the application. (You will NOT be allowed to re-test without these items!)**

- NOTES:**
- * For the next available basic written/practical examination site, contact your instructor, training institution, Regional EMS office or log onto: www.scdhec.net/hr/ems.
 - ** You may get another NR application either from your course instructor, or you may download one from the National Registry Website (www.nremt.org). **DO NOT CALL DHEC!**

EMT CANDIDATES - STATE CERTIFICATION PROCEDURES

Please inform all your EMTs - Please Do Not Call DHEC!

Posted: February 2003

Candidates from SC approved EMT courses who have successfully passed the National Registry examination AND have received subsequent national registration are eligible to receive a SC state certification.

The state office receives copies of each candidate's grades directly from the national registry, (about one to two weeks **after** the candidate has received their National Registry credential) of all candidates who take the examination with our state*. To receive state certification, the following documents must be on file with the SC DHEC Office of EMS:

- ◆ A valid BLS credential (& ACLS credential for all Paramedics) and a properly completed and signed white, green or blue *Certificate Application* card (i.e. course completion card). If the card is incomplete, it will be returned to either the candidate and/or the training institution for completion. **No candidate may receive a state certification without this card properly completed.**
 - ◆ Copy of the candidate's successful completion of the national registry examination and national registration. (This is sent automatically from the registry unless the candidate tested or re-tested in another state*).
- * Candidates who **test / retest** the national registry examination **in another state** must submit copies of their examination results to the SC Office of EMS.

Once the above documents are received and complete, **the candidate will be automatically sent**

their SC state certification. The SC state certification expiration date is calculated as three-years from the national registry “processed” date.

NOTE: If you have NOT received your SC state certification and it has been MORE THAN three (3) weeks since you received your National Registry Credential - You will need to call Mr. James Sullivan at DHEC (803) 545-4204, and inquire as to what documents are missing in order to complete your state certification requirements

REMINDER - EMTs MUST HAVE A SC CERTIFICATION!

Posted: *February 2003*

All EMTs (all levels, Basic, Intermediate & Paramedic) working in South Carolina **MUST** possess a “current” South Carolina EMT Certification. The National Registry Credential is **NOT** a certification. It is a “registration” of candidates who have satisfied minimum national standards.

All EMS providers are cautioned to check and obtain a copy of each employee’s South Carolina certification pocket card. The EMT must have a “current” pocket card on their person at all times when functioning as an EMT in South Carolina. Providers will be held responsible for all violations of the EMS law and regulations in regards to allowing employees to function as EMTs.

INTERMEDIATE & PARAMEDIC CANDIDATES

Posted: *February 2003*

All Intermediate & Paramedic candidates seeking certification / re-certification in SC must have a properly completed and signed *Certificate Application* (green or blue card). The endorsement signatures of the administrative director and the Medical Control physician for the SC licensed EMS provider listed on line four (4) of the card must match those names on file in this office. The names are taken from the official EMS provider’s license application . Only those individuals may sign the endorsement section of the green or blue *Certificate Application* cards. We are checking each card for compliance.